

August 2008

Date	Title	Location	Time	Length	Instructor
August 1	CPO Training and Qualification	Training Academy	7:00	4 Hours	Gary Dennis
August 1	Structured Interviewing	Human Resources	8:00	4 Hours	Jocelyn Hamby
August 4-8	MIPS First Responders	Training Academy	8:00	40 Hours	EMS
August 4-8	MIPS Information Technology Training	Human Resources	8:00	40 Hours	Wilkerson/Hood/Hart
August 4	CPO Training and Qualification	Training Academy	7:00	4 Hours	Gary Dennis
August 5	Administering Discipline	Training Academy	8:00	4 Hours	Tommy Rochelle
August 5	Performance Evaluation	Training Academy	12:30	4 Hours	Tommy Rochelle
August 5	CPO Training and Qualification	Training Academy	7:00	4 Hours	Gary Dennis
August 5	Grievance Prevention and Handling	Little Rock	9:00	6 Hours	Inter Agency
August 6	CPO Training and Qualification	Training Academy	7:00	4 Hours	Gary Dennis
August 6	Fair Labor Standards Act	Human Resources	8:00	4 Hours	Pam Riegler
August 6-7	Management Effectiveness	Training Academy	8:00	16 Hours	Sherman/Beaumont
August 6-7	Emergency Preparedness	Training Academy	8:00	16 Hours	Wallace McNary
August 7	Health & Safety Plan Training	Human Resources	8:00	4 Hours	Sonia Wallace
August 7	CPO Training and Qualification	Training Academy	7:00	4 Hours	Gary Dennis
August 7	Cultural Awareness	Human Resources	8:00	4 Hours	Ardella Bearden
August 7	Performance Evaluation	Human Resources	12:30	4 Hours	Toni Bradley
August 8	CPO Training and Qualification	Training Academy	7:00	4 Hours	Gary Dennis
August 11-15	Basic Horsemanship	Wrightsville	8:00	40 Hours	Earl Pepper
August 12	Using Microsoft Word	Human Resources	8:00	4 Hours	Linda Coffman
August 12	Basic Microsoft Outlook	Human Resources	12:30	4 Hours	Stefanie Glasscock
August 12	Sexual Harassment/Sexual Misconduct	Training Academy	8:00	5 Hours	Sherman/Beaumont
August 12	Eomis Training - Security	Human Resources	8:00	4 Hours	Joyce Taylor
August 13	Interpersonal Communications	Training Academy	8:00	8 Hours	Sherman/Beaumont
August 13	Basic Microsoft Excel	Human Resources	8:00	4 Hours	Brenda Allbright
August 14	Advanced eOMIS	Human Resources	8:00	4 Hours	Joyce Taylor
August 14-15	The Human Element	Little Rock	9:00	14 Hours	Inter Agency
August 18-19	The Human Element	Training Academy	9:00	14 Hours	Jackie Moore
August 19	Basic Microsoft Power Point	Human Resources	8:00	4 Hours	Linda Coffman
August 20-21	Introduction to Management	Training Academy	8:00	16 Hours	Sherman/Beaumont
August 21	Eomis Training - Basic	Human Resources	8:00	4 Hours	Joyce Taylor
August 25-26	16 Hour Security for Non Security	Training Academy	8:00	16 Hours	Sherman/Beaumont
August 25-29	Basic Horsemanship	Wrightsville	8:00	40 Hours	Earl Pepper
August 25-29	MIPS Information Technology Training	Human Resources	8:00	40 Hours	Wilkerson/Hood/Hart
August 26	Slips, Trips and Falls	Human Resources	8:00	4 Hours	Sonia Wallace
August 27	Inmate Grievances	Human Resources	8:00	4 Hours	Tiffanyne Compton
August 28	Grievance Prevention and Handling	Human Resources	8:00	5 Hours	Tracy Robertson
	Additional Training				
Open Enrollment	Advanced Drivers Techniques - As scheduled by your Unit Trainer				
		Unit			Roland Robinson
	National Institute of Corrections				
Open Enrollment	Internet Based e-Learning Classes	National Institute		Varied	
	Contact your Unit Trainer for information	of Corrections			Self-Paced
This monthly training schedule does not reflect all training opportunities available in the Department of Correction.					
Your unit trainer has information for classes with Criminal Justice Institute, Inter Agency and E-Learning					